Instruction and Care Manual

Sligh

350-1902 Rev. 5/99

For you, the Tradition begins now.

The Sligh story began more than a century ago when Charles R. Sligh began building furniture in a small Grand Rapids factory with a handful of workers and a belief in quality.

In the years that followed, Sligh became known for their fine craftsmanship and untiring attention to detail. These things became a tradition at Sligh.

Sligh Clocks are the result of the skills of four generations of master craftsmen creating the finest clock cabinetry combined with the time-honored skills of the master clock movement makers from the Black Forest region of West Germany.

A Sligh Clock is a marvelous timepiece that is much more than just a keeper of time. It is something special that will become part of the owner's home and reflect the character of the owner's family.

And, with care, it will endure and bring enjoyment and the pride of ownership to future generations.

For you, the tradition begins now.

SETTING UP YOUR CLOCK

***Please read all instructions before setting up your clock*

STEP 1: UNCARTONING

Within the master carton you should have found two separate cartons. One containing 3 weights, a door key and the other the pendulum. NOTE: Some clocks are shipped with the pendulum attached inside the case. Weights and pendulums should be handled with soft gloves or a cloth so as to not tarnish or scratch the brass. Your clock may also have extra parts packaged separately, and located above or below the clock. Make sure finials, glass shelves, side panels and other necessary parts are located and removed before discarding the master carton.

STEP 2: ACCESSING THE CLOCK MECHANISM

Access to the mechanism is usually obtained through the side doors, or by removing the upper side panels. Side panels are held by a small turn button on the inside of the case. Remove the small piece of cardboard wedged into the outside panel groove. Reach inside the case from the open front door and rotate the turn button located near the lower edge of the side panels (Fig. 1). To remove the side panels, lift the side panel up and push the bottom in, then lower it out of the upper channel and into the clock. Then remove the panel through the side opening. Some clocks have removable hoods (entire top of clock). To determine this, look for turn buttons on the upper back of the clock which secure the hood. To remove the hood, rotate the turn buttons and the slide the hood forward tilting it slightly to clear the dial frame (Fig. 2).

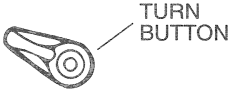


Fig. 1

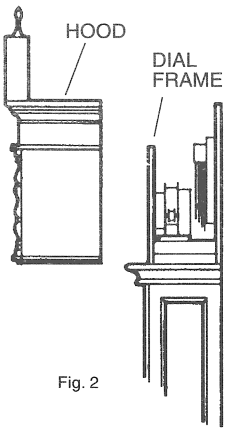


Fig. 2

STEP 3: POSITIONING THE CLOCK

Place your clock in its final location. Choose the location for your clock carefully. You should consider the following:

- Avoid placing the clock in direct sunlight; this may lighten or damage the finish.
- Avoid placing the clock directly in front or below a heating vent or air conditioning vent.
- Avoid heavy traffic and play areas.

It is essential that your clock rests in a level and stable position. Make sure it is sitting square and firm on the floor so that it will not fall over. The four (4) leveling feet at the base of the clock are provided to level the clock from side to side and front to back (Fig. 3). The leveling feet can be turned to raise or lower each corner of the clock. If your clock rests on thick carpeting, it may be necessary to lower the feet so they set lower in the carpet or brace the top of the clock to eliminate any side to side sway (see also Trouble Shooting Step 4). You should also recheck the level of your clock after a few weeks to adjust for settling.

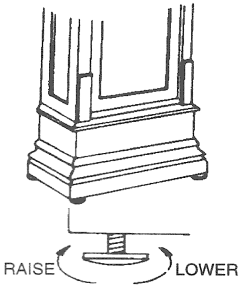


Fig. 3

STEP 4: REMOVE PACKAGING

Remove all protective packaging from around the mechanism. Cut rubber bands which secure hammers, and remove foam from between the chime hammers and rods. The cardboard chime rods retainer, which is stapled to the inside of the case, must also be removed with utmost care. Tear it loose from the staples and slide it down off the chime rods. DO NOT attach pendulum or weights until later. DO NOT remove the foam blocks holding the pulleys at this time.

STEP 5: HANGING THE PENDULUM

Remove the pendulum from its carton or from the clock case. Some pendulum bobs have a plastic coating which must be removed. To do this. start at the edges and carefully peel toward the center. Carefully hook the pendulum to the hanger as diagrammed (Fig. 4). Take care not to twist the hanger, which may cause the delicate suspension spring to break. If the suspension spring is damaged it can be replaced **(See replacing suspension spring found in "Care of your Sligh Clock" section.)**

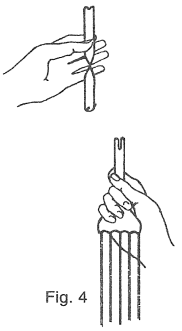


Fig. 4

STEP 6: HANGING THE WEIGHTS

Attach the weights to the pulleys, but do not remove the foam blocks above the pulleys until the clock has run 24 hours, and there is room to slide them up and off. (Fig 5). The bottom of each weight is marked with either "C" for center, "L" for left, or "R" for right. Place the "R" weight on the right pulley as you face the clock, "C" in the center and "L" on the left. If the pendulum hits the center foam block, remove the pendulum and centerweight, and carefully remove the foam. Then rehang the weight and pendulum. Save these blocks! If you move your clock, use them to secure the cables. Failure to do so may result in tangled or broken cables. ***Check to make sure the weight hooks are tightly screwed to the top of each weight prior to hanging. It is a good idea to occasionally (once a year) check that the hooks are tight and secure.**

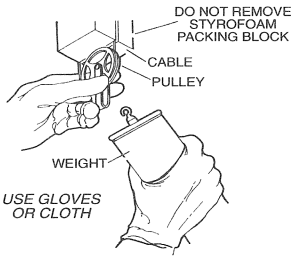


Fig. 5

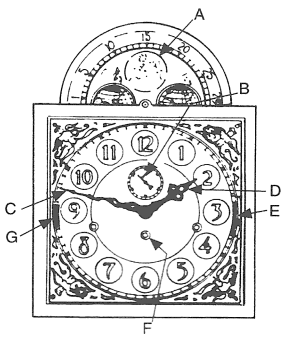
STEP 7: STARTING THE CLOCK

Once all three weights are hung and in position, your clock is ready to start. All floor clocks are equipped with an automatic beat set feature. To start your clock, draw your pendulum over to one side of the clock case and release it. As the pendulum slows down to its normal swing it will also be adjusting itself for proper beat. The sound should be an even tempo like: Tick--Tick--Tick--Tick. If the sound is uneven, like: Tick---Tick-Tick---Tick-Tick, the beat is out of adjustment. Stop the pendulum. Restart the pendulum. If

the beat is improved but not yet even, repeat the process but pull the pendulum to the other side of the case. Follow the procedure until the clock produces an even Tick--Tick sound. The movement will go out of beat if for some reason the level of the clock is not maintained. Always level the clock before setting the beat.

STEP 8: SETTING THE TIME

To set your clock to the proper time, only turn the long minute hand (Fig. 6). DO NOT turn the hour hand of the clock when setting, it will automatically move as the minute hand is turned. Your minute hand can be turned either clockwise or counter clockwise. When setting the hands clockwise, make sure your clock is in the silent position. DO NOT move the clock hands while the chimes are playing. In setting your clock counter clockwise (it is not necessary to have the clock in the silent position) the chimes will not play at each quarter hour. If for some reason the chimes should begin to operate when setting the clock counter clockwise, pause until they complete themselves before continuing. After setting the time, select the desired chime (see Step 9).



A. Moon Disc
B. Second Hand
C. Minute Hand
D. Hour Hand
E. Chime Selector
F. Winding Holes
G. Strike Selector

Fig. 6

The quarter hour chimes in your clock automatically adjust themselves to the minute hand. However, after setting the clock it may take over an hour for this to occur. During this hour the chimes may be out of sequence and the clock may not chime on some quarters.

If in setting the clock the hour hand should accidentally be bumped out of position, so that the hand does not agree with the hours being struck, the hour hand can be pushed either direction until it again points to the hour being struck by the clock. You can reset the clock to the proper time by moving only the minute hand.

STEP 9: CHIMES SELECTION

Your clock is equipped with a triple chime movement that has a chime selector and silencer at the 3:00 location (Fig. 6). Slide the lever up or down to the desired position. You will be able to feel the lever fall into each chime position. These positions may not correspond exactly with the markings on the dial. DO NOT shut off the chimes, or select a different chime, while they are playing. Some clock models are equipped with an automatic night-off feature which silences the clock automatically for a period of time each night. The lever that controls this is located just inside the lower door opening behind and below the #5 on the clock face. Push the lever up to activate the silencer or pull it down to allow the clock to chime all 24 hours.

STEP 10: CHIME TONE

The tone of your chime is effected by the hammer position. The hammer heads, while at rest, should be approximately 1/16" to 1/8" from the music rods. (Fig. 7). Although the hammers are set at the factory, it is possible that they can go out of adjustment while removing the packing. If the hammers do not strike the rods squarely in the center, bend the hammer shaft slightly. Hammers should also be adjusted so they do not touch each other, or the chimes may fail to work.

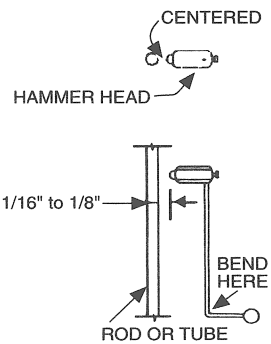


Fig. 7

STEP 11: MOON DIAL

Above the moon disc is an arch marked with lines for 29 1/2 days (the lunar month always has 29 1/2 days). At each end of the arch there is a hemisphere representing the earth. The moon face first appears over the left, or Western Hemisphere. As the disc progresses, the quarters of the new moon come into view until the new moon is clear of the Western Hemisphere. This is the full moon. The moon gradually disappears on the back of the right or Eastern Hemisphere. The rotation of the disc registers each lunar phase - new moon, first quarter, full moon, and last quarter.

To set the moon phase dial follow these instructions.

1. Use a calendar to look up the date of the last full moon. Count the number of days past the last full moon.

2. By applying slight pressure with your hand, rotate the moon disc clockwise until the moon is directly below the #15 (Fig. 8).

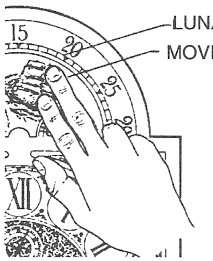


Fig. 8

3. Turn the moon disc clockwise one click for everyday past the full moon.

The moon dial is now set and will continue to operate unless the clock stops. The moon dial may be reset when the clock is started.

Caution: If the moon does not move easily, it is probably in the process of advancing. Wait several hours, (or set the clock several hours ahead or back) and then try again.

If your clock is equipped with a calendar dial it may be set with finger pressure or they may have small holes in each of the marks for the days. If there are holes in the calendar disk, a pointed instrument can be used to turn the disk. The calendar can be set to coincide with the current date, but will need to be advanced manually at the end of the months having less that 31 days. Note, if your calendar changes during the day, you should reset your clock 12 hours ahead or back.

STEP 12: WINDING THE CLOCK

Your clock needs to be wound approximately once a week. As the clock runs, the weights will descend. If you turn the chimes to silent, the outer two weights will not descend. Approximately once a week the weights will need to be raised. To raise the weights, insert the winding crank (Fig. 9) into each of the holes in the dial. Turn the crank slowly in a clockwise direction. The clock movement is equipped with an automatic limit device, which will prevent the weights from being raised too far. When winding, extra care should be taken to prevent the cables from crossing. If the weights reach the bottom of the clock, make sure they are not tipped forward or backwards when you begin to wind the clock. Also, wind slowly and do not allow the weights to sway. DO NOT hold the weights as you wind, use only the crank. DO NOT wind the clock without the weights on the pulleys.

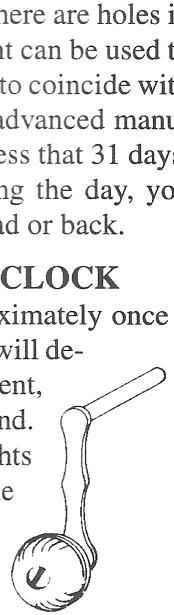


Fig. 9

STEP 13: ADJUSTING/REGULATING THE CLOCK

To regulate your clock for proper time-keeping, adjustments are made to the pendulum. The small nut under the pendulum bob is turned to raise or lower the bob. The higher the pendulum bob, the faster the clock will run. Hold the pendulum stationary to avoid damaging the suspension spring. One complete turn of the regulating nut will effect approximately 1/2 minute change in 24 hours. Seasonal temperature changes may require you to make minor changes to the pendulum bob. (See Fig. 10.)

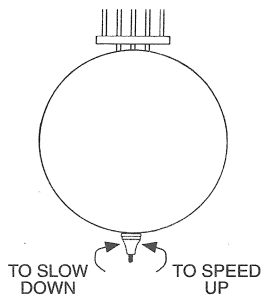


Fig. 10

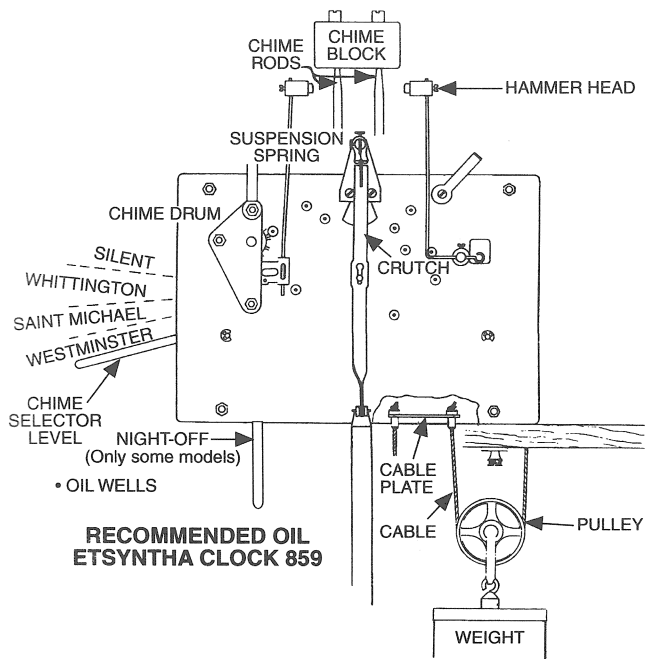
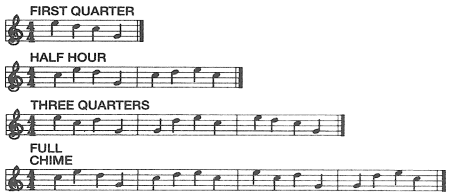
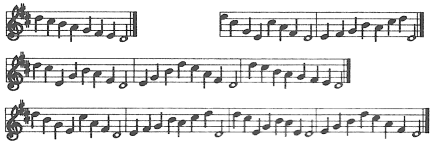
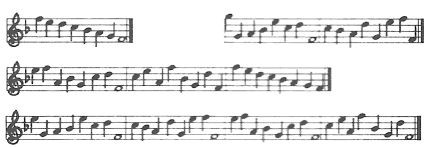


Fig. 11

WESTMINSTER CHIMES: Arranged from Handel's oratorio, "I Know That My Redeemer Liveth," and best known as the chimes of Big Ben, this four-bell chime is the most widely used chime in modern clocks.

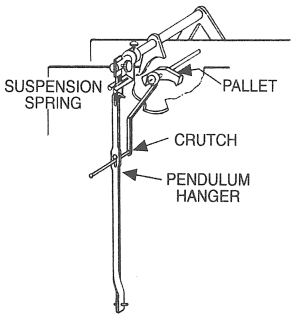


WHITTINGTON CHIMES: These chimes were made famous by a person rather than their location of St. Mary Le Bow in Cheapside, London. One day, the penniless boy Dick Whittington heard them as he ran away to escape his drudgery as an ill-treated houseboy. The chimes seemed to call him back with promises of success. He turned back, persisted, and later became Lord Mayor of London.

ST. MICHAEL CHIMES: One of the few chimes with a history based in this country. Although the bells for the chime were cast in London, they were installed in St. Michael's Church in Charleston, SC, in 1764. During the revolutionary war the city was captured by the British and the bells returned to England. After the war, a London merchant returned the bells to Charleston. In 1823, cracks were discovered in the bells and they were again returned to England to be recast. During the Civil war, the bells were removed to Columbia for safe keeping, but were ruined in a fire set by Sherman's army. After the war the bells made a third trip to England for restoration, and were once again installed in the Charleston church steeple in 1867 where they remain to this day.



CARE OF YOUR SLIGH CLOCK

REPLACING SUSPENSION SPRING - If the suspension spring is damaged it can be replaced by unscrewing the small knurled bolt in the suspension post which holds the spring in position. Hook the pendulum hanger to the new spring and insert the spring into the suspension post. Align the hole in the top portion of the spring with the hole in the suspension post and replace the knurled bolt (Fig. 12.)



Fig, 12

MOVING THE CLOCK - If you wish to move your clock, always remove the weights and pendulum first. If the clock will be transported by vehicle, all parts must be protected by the original shipping pack or with similar materials.

REPLACEMENT PARTS - Can be ordered through your local dealer. Be sure to give the clock model, movement, and registration numbers. This is necessary in order to properly identify the part. This information is found on the gold label located either inside of the clock door, inside the clock case near the movement, or on the back of the clock case.

CARE OF THE MOVEMENT - Dust is the enemy of all precision machined parts. Try to protect your clock from dust, chemical vapors or areas of constant vibration.

Your clock movement should be oiled by a qualified repair person approximately every two years and cleaned at intervals as recommended by the repair person. Only the finest **cloc k oil** should be used. Oil should never be randomly sprayed or applied on the mechanism.

Cleaning and oiling should be performed at regular intervals. Your local dealer/service person can advise as to its further needs, on an ongoing basis.

CARE OF THE CLOCK'S WOOD FINISH - Sligh clock's beautiful hand-polished finish will last for generations. Regular dusting with a soft, lint-free cloth such as cotton, flannel, terrycloth or cheese-cloth will help maintain the wood's original luster. Using a slightly dampened cloth will cut down on friction, avoid scratches, and help reduce static electricity that attracts and holds dust.

The beauty of the clock case can be maintained by periodically using a self-cleaning furniture polish. Soap and water is not a thorough cleaner for wood products. Self-cleaning furniture polishes contain both wax and solvents which maintain luster and provide adequate cleaning under most circumstances. If a more thorough cleaning is necessary, use odorless mineral spirits.

Always protect your Sligh clock from conditions of excessive heat, cold, dampness, and strong sunlight. In the event of small mars or scratches, use a touch-up stick or scratch and mar remover, available from most paint stores.

CARE OF BRASS PARTS - The fine brass accents of your Sligh clock should be treated as fine furniture and dusted with a soft, clean cloth. NEVER use an abrasive cleanser. Permanent damage will result from its use.

CAUTION: The clock dial, pendulum, and weight shells should be dusted only. Attempting to use a polish or cleaner will result in damage to the finish.

TROUBLE SHOOTING

IF YOUR CLOCK WILL NOT RUN. . . . . .

1. Has all the packing material been removed from the mechanism area?
2. Have you tried restarting your clock? Being in beat is crucial to the running of your clock. The beat on newer clocks is adjusted automatically when you start your clock. Also see step 7.
3. Are the weights in the correct location? (Weight marked with an "L," to the left etc.)
4. Is the pendulum possibly hitting the weights or chime rods? If so, check the level and stability of your clock.

- If your clock is set on thick carpet you can replace the leveling feet on the clock with 1/4" - 20 stove bolts 2 inches long. These will set deeper into the nap of the carpet and add stability to the clock.
- If your chime rods still hit the pendlum or each other they be bent slightly by using finger pressure at the very top of the rods (Fig. 13). Chime rods should not be adjusted more than once. Do not make this adjustment to adjust for chime hammer misalignment, bend the chime hammers as outlined in step 10.

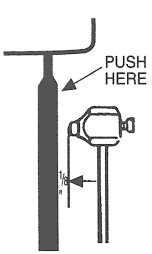


Fig. 13

5. Has a pulley accidentally come off the cable?
6. Have you checked the hand clearance? Do not let the hour hand hit the second hand between 11:00 and 1:00. If the second hand rubs the dial face, it can be pulled out slightly. If the hour hand rubs against the back of the minute hand, the hour hand can be pushed closer to the dial face. With your thumb nails on the center portion of the hand, push towards the dial.
7. Check the indexing spring of the moon dial. Look through the left upper side door of the clock. The long strip spring on the back of the dial should rest on the edge of the moon disc. If it has slipped in front or behind the disc, replace it on top of the teeth. (Fig. 14).

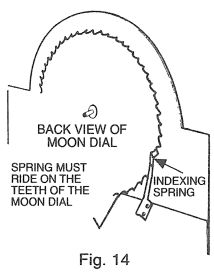


Fig. 14

8. Check your suspension spring. If damaged, replace. Instructions are included in this manual.
9. Make sure the pendulum hanger is in the center of the crutch. See Fig. 12. If it is not, check the level of your clock front to back. If the hanger still rubs the front or back of the crutch, you may have to slightly bend the crutch to compensate.

IF YOUR CLOCK WILL NOT CHIME OR STRIKE. . . . . .

1. Check items #1, #3, and #5, under the heading, "If Your Clock Will Not Run."
2. Is your selection lever in the silent position, or halfway between two chime positions? See step 9 under setting up the clock.
3. Check your hammer adjustment. Make sure no two hammers touch. See step 10.
4. Your clock may be equipped with retainer bars behind the strike and chime hammers. If it is make sure they have been pulled back far enough, so that the hammers are not binding as they draw back.

SLIGH CLOCK LIMITED WARRANTY

Thank you for purchasing a clock designed and crafted by Sligh Furniture Co.

For over one hundred years Sligh has offered a select array of furniture and clocks that are not only treasures to behold, they are heirlooms to be shared from one generation to the next. Each Sligh original reflects a hallmark of craftsmanship that is unparalleled.

Sligh Furniture Co. warranties its clocks for a period of one year from date of consumer purchase. The actual clock movement is warranted for a period of two years from date of consumer purchase, provided the clock has been set-up and maintained following the directions furnished with the clock.

The warranty is limited to the original consumer purchasing the clock; the warranty registration card must be completed and mailed to Sligh.

This warranty does not cover set-up costs, lubrication, broken suspension springs, unauthorized repairs, clocks not purchased from an Authorized Sligh Dealer, or clocks that have been reshipped. This warranty does not apply to damage to the clock due to negligence, modification (such as switching weights, pendulums, or dials) or to other causes unrelated to defective material or workmanship.

For continued enjoyment of your clock, please follow the installation and care recommendation found in your instructions.

Wood products may have slight variances in color due to wood grain and natural characteristics of wood material. Shrinkage and expansion of wood solids and veneers may occur with changes in temperature, humidity and altitude. These are normal characteristics of wood furniture products and are not covered under warranty.

Consistency in room temperature and humidity is recommended; avoid exposing the clock to extreme changes in temperature which may cause fractures in the finish, joints, or veneers. Clocks exposed to extreme conditions (very dry, very humid, or ocean front) will require more frequent service to the mechanism.

The beauty of the clock case can be maintained by periodically using a self-cleaning furniture polish. Soap and water is not a thorough cleaner for wood products. Self-cleaning furniture polishes contain both wax and solvents which maintain luster and provide adequate cleaning under most circumstances. If a more thorough cleaning is necessary, use odorless mineral spirits.

Installation Set-up Procedures

Adjustments needed when a clock is delivered and installed are covered in the instructions. Usual set-up procedures are:

- checking cable alignment
- leveling of the clock
- setting in beat
- adjusting chime and strike hammers
- adjustments to the pendulum for time keeping
- setting moon dial/tension spring
- adjusting hands to avoid rubbing on each other, the dial, etc.
- replacing or adjusting suspension springs

The set-up procedure outlined in the instructions, must be repeated each time the clock is moved.

Procedure to Follow When There is a Defect or Other Problem

- Locate and note the registration number of the clock which is located on the bottom of mantel clocks, on the back of wall clocks, and on the upper left, inside back panel or inside front door of your floor clock.
- Contact the Authorized Sligh Dealer from whom you purchased the clock, provide the registration number and nature of the problem.
- All requests for service, parts, or returns must be presented to Sligh Furniture Co. by an Authorized Sligh Dealer.

Freight Damage - Products are picked up at Sligh Furniture Co., and signed for in good condition, by the freight carrier. Damage caused by the carrier in transit between Sligh Furniture Co. and the dealer/consumer is not covered by the warranty. Freight damaged products must be inspected by the carrier within 15 days of delivery by the carrier. In the event of freight damage or loss, a claim is to be filed by the consignee (person receiving the clock) with the freight carrier.

ALL EXPRESSED AND IMPLIED WARRANTIES, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PURPOSE, ARE LIMITED TO THE TIME PERIODS SET FORTH ABOVE.